



IDAHO STATE LIQUOR DIVISION 2015 Educational Mini-Grant Program Application

1. PROJECT ADMINISTRATION

Grant Applicant _____

Project Coordinator _____

Title _____

Address _____
Street or P.O. Box City State Zip Code

Daytime Telephone _____ Fax Number _____

Email Address _____

2. PROJECT DESCRIPTION

Project Title _____

Project Start Date _____ Project Completion Date _____

Project Description (attach): See detailed instructions in Application Guidelines.

3. BUDGET

Amount Requested from
Idaho State Liquor Division

\$ _____

Income from other sources (<i>Itemized Project Budget (please attach)</i>)	
_____	\$ _____
_____	\$ _____
_____	\$ _____

4. AWARD PAYMENT INSTRUCTIONS

Please confirm the name
and mailing address of the
entity to whom the award
check should be made
payable:

Make check payable to:

Mailing Address:

Phone No.:

4. SIGNATURES

Signature of Applicant Director/Administrator _____ Date _____

Name (Please Print) _____

Signature of Project Coordinator _____ Date _____

Name (Please Print) _____

Please return application by Monday, November 24, 2014. Thank you.

Revised 11/2014

The National Alcohol Beverage Control Association has made available to each of its member states an education award of \$10,000 for development, enhancement or expansion of effective alcohol education efforts. The Idaho State Liquor Division (ISLD) recognizes the great work going on in our state and is here to support and participate in alcohol education and prevention, providing information and resources that promote responsibility. Therefore, for 2015, the ISLD has elected to create an Educational Mini-Grant Program to distribute these funds to partnering agencies through a competitive grant system. Community organizations, law enforcement, schools, colleges, universities, nonprofit agencies, or for-profit organizations are encouraged to apply.

The Idaho State Liquor Division will implement the Educational Mini-Grant Program by developing a Grant Review Committee to select the grant recipient(s). When appropriate, the ISLD will also provide volunteer resources for successful implementation of the proposal.

How These Funds Would Be Used

A. Criteria

1. Any activity must have the intention of taking action to reduce the irresponsible sale/use of alcohol beverages.
2. The proposed mini-grant(s) should seek to change the environment that encourages or allows irresponsible consumption of alcohol.
3. A strong focus of the applications should be on underage and/or dangerous drinking.

B. Sample Activities (You are not limited to this selection.)

- Media Campaigns
- Multi-Agency Coordination and Collaboration
- Community Team/Coalition-Building
- Legal and Regulatory Initiatives
- Hospitality Resource Panels
- Awareness of Laws and Regulations
- Youth/Adult Leadership Activities
- Assessing Community Services, Needs and Attitudes
- Development and Dissemination of Educational Materials
- Environmental Prevention Strategies
- College/High School Conferences

Application Guidelines

1. Project Administration

The Applicant will play the primary role in project leadership. The project coordinator is the individual who will be the ISLD contact for the project. The coordinator should be closely involved with all aspects of the project through its duration.

2. Project Description

Describe the plans for spending the funds. Proposals should not exceed one page and should address each of the following in the order listed:

- Brief Summary - Describe the activity the Educational Mini-Grant Award will be used to fund and the anticipated impact.
- Criteria - Describe how the activity meets each of the three criteria outlined.
- Time Line - Indicate starting and completion dates.
- Evaluation - Describe the plan for evaluating the project's impact.
- Continuation - Outline the plan for continuation after the award funding (if applicable).

3. Budget

A brief budget justification statement must accompany the proposed budget. The justification should clearly explain why each expense is necessary for the proposed project. Monies are not to be used to supplant existing activities. You can request funding for any amount up to \$10,000. You may include a W9 with your application or one will be requested before funds can be distributed.

4. Signatures

The Applicant will serve as the fiscal agent for the program, and therefore, accepts fiscal responsibility for the funded project. The project coordinator's signature is also requested.

5. Timelines

Mini-Grant applications must be received by ISLD no later than Monday, November 24, 2014. Please submit applications to:

Idaho State Liquor Division
Attn: Kay Bennett, Education Manager
1349 E Beechcraft Court
Boise, Idaho 83716

Or preferably via email to: kay.bennett@liquor.idaho.gov

(Note: In December, applications will be reviewed and critiqued by the Idaho State Liquor Division's Mini-Grant Committee. Awards will be distributed after project approval in January/February.)

GRANT EVALUATION REPORT INFORMATION

In October 2015, we will be asking you to provide a report of the activity that was funded from the 2015 Educational Mini-Grant Award Program.

A description of what should be included in your report is listed below.

-
- Describe the activity that the ISLD Mini-Grant was used to fund. Include as much detail as necessary and include the audience(s) targeted by this activity.
 - If possible, list other sources that funded this activity and the approximate amount that were provided.
 - What role did the Idaho State Liquor Division and/or the Idaho Alcohol Beverage Control agencies play in this activity?
 - How did this activity contribute to the prevention of irresponsible use of alcohol?
 - How did this activity encourage community involvement and/or coalition building?
 - What were the overall results of this funded activity?
-

Your report should be completed in a Word Document format or as a PDF file.

Please provide any products, reports, announcements or other materials (i.e. brochures, press materials, pictures, flyers, etc.) generated by the funded activity. You may send your evaluation materials via mail to Kay Bennett, Education Manager, 1349 E Beechcraft Ct., Boise, ID 83716 or via email to kay.bennett@liquor.idaho.gov. Please be sure that your file size is no more than 2 MEGS.

Thank you for your efforts in raising alcohol awareness!

Legal Disclosure

As part of all announcements made or promotional material distributed concerning activities funded by this award, recipients are requested to disclose that the activity was funded, in whole or in part, by funds from the Idaho State Liquor Division (ISLD) and the National Alcohol Beverage Control Association (NABCA). Distribution of awards is conditioned on recipient's compliance with any proposal submitted or any terms and conditions accompanying the educational award. By making this award, ISLD or NABCA assumes no liability for any activity undertaken by recipient using award funds.